

**Title:** Formative Evaluation of the Government of Canada – Canadian Red Cross Society Strategic Partnership to Enhance Humanitarian Assistance

**A. AMENDMENTS TO THE REQUEST FOR PROPOSALS (RFP) :**

**DELETE** and **REPLACE** form TECH 4 – *Proposed Personnel Experience* with the attached TECH 4 form.

**B. QUESTIONS AND ANSWERS**

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| <b>Question 1</b> | I understand that we can suggest additional consultants to the two main international consultants mentioned in the RfP. Are we required to provide theirs names, or can we simply mention their profile, number and level of effort?   |
| <b>Answer 1</b>   | Bidders should provide the names of all proposed team members.   |
| <b>Question 2</b> | Are you planning to provide required forms in a word format, or we transform the forms ourselves?  |
| <b>Answer 2</b>   | As requested, DFATD is attaching the forms.  |
| <b>Question 3</b> | Section 4, 4.1.2 <i>Efficiency</i> states that the Consultant will investigate: <ul style="list-style-type: none"> <li>- How economically are resources/inputs (funds, expertise, time, etc.) being converted to outputs?</li> <li>- Are the projects being implemented in the most efficient way compared to alternatives?</li> </ul> 1/ Our question: <ul style="list-style-type: none"> <li>i. Is it the expectation that the Methodology will entail detailed analysis of the project's finances?</li> </ul>   |
| <b>Answer 3</b>   | No.  |
| <b>Question 4</b> | Section 4, 6.2 <i>Work Plan</i> states “The work plan .... will be based on a preliminary review of the documentation.” <p>2/ Our questions:</p> <ul style="list-style-type: none"> <li>i. Can you tell us how much documentation is available (and in what format and language) for the preliminary review (and from which of the 5 projects and 9 countries): <ul style="list-style-type: none"> <li>a) Previous evaluations; and/or</li> <li>b) Periodic reports by project implementers (e.g. Year-end, Quarterly, and/or Monthly Reports) ; and/or</li> <li>c) Other documents</li> </ul> </li> <li>ii. When will the documentation be made available to the Consultant? <ul style="list-style-type: none"> <li>a) At the Start-up meeting (i.e. the meeting referred to in Section 4, 6.1); and/or</li> <li>b) After the Start-up meeting; and/or</li> <li>c) Before the Start-up meeting, when the Contract is signed.</li> </ul> </li> </ul> |
| <b>Answer 4</b>   | i. The documentation will consist of results based management documents (logic models, PMFs) as well as project implementation plans, annual reports, budgets and annual work  |

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|                   | <p>plans for each of the 5 projects (word or PDF format). Previous evaluation reports may also be shared. The documentation is in English.</p> <p>ii. The documentation will be made available after the Start-up meeting.</p>   |
| <b>Question 5</b> | “FORM TECH-4: Could you please clarify what you mean by <b>Programming Modalities</b> ?”   |
| <b>Answer 5</b>   | Bidders should use the amended TECH-4 attached to the addendum.  |
| <b>Question 6</b> | “We are a UK-based company and, under UK insurance, we could provide DFATD with named Indemnity to Principal status which would guarantee equivalent cover to what is required under 13.1(d) 1 and 13.1(d) 3 of the Data Sheet. We have already provided the same cover to other clients before, including DFAT and UN agencies. Would this be acceptable to you?” |
| <b>Answer 6</b>   | Yes, DFATD is accepting the situation for the two articles based on a written confirmation by the Bidder that Canada will additionally be insured without being named.   |

**C. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**